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PLEASE RETURN TO

OFFICE

NAME

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ROOM NO. AND BUILDING

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Hispanic Heritage Week Program - 14 September 1988

FROM:

Royal E. Elmendorf
Director of Personnel

EXTENSION

NO.

OP-88-0748

DATE

JUN

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director, Office of
Congressional Affairs
7D43 Hqs

08 JUN 1988

2. Deputy Director for
Administration
7D24 Hqs

06 JUN 1988

3. Deputy Director, Public
Affairs Office
1016 Ames4. Director, Public Affairs
Office
7D00 Hqs5. Executive Registry
7E12 Hqs

14 JUN 1988

6. Deputy Director of Central
Intelligence7. Director of Central
Intelligence8. Executive Registry
7E12 Hqs9. Director, Public Affairs
Office
7D00 Hqs10. Deputy Director, Public
Affairs Office
1016 Ames

11. Director of Personnel

12. Director, Equal Employment
Opportunity
626 Chamber of Commerce

13.

14.

15.

note - 2 am done to
go in Confidential 9/14

P-301-1

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CP-88-0748

JUN 1 1988



MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence
Deputy Director for Administration
Director, Office of Congressional Affairs
Director, Public Affairs Office

FROM: Royal E. Elmendorf
Director of Personnel

SUBJECT: Hispanic Heritage Week Program -
14 September 1988

1. This memorandum requests your participation in Agency activities being planned as part of our Hispanic Heritage Week Program.

2. Each September, the Federal agencies join the Hispanic community in celebrating Hispanic Heritage Week. This week provides an opportunity to recognize the many contributions that Hispanics have made to our country's culture, economy, and nation as a whole. The activities currently being planned by the Office of Equal Employment Opportunity for our participation this year include a presentation by Congressman William Richardson on 14 September 1988 at 11:00 a.m. in the Headquarters Auditorium. Congressman Richardson, a Democrat representing New Mexico, is a member of the Permanent Select Committee on Intelligence of the House of Representatives, and is especially concerned with Hispanic issues. We have met with him on several occasions and he has informally indicated his willingness to participate in our September program. Attached for your signature is a letter formally inviting Congressman Richardson to join us (Tab A).

3. If your schedule permits, we would like you to introduce Congressman Richardson to our auditorium audience on 14 September at 11:00 a.m. Further, we would also like to invite you and/or the Deputy Director of Central Intelligence to host a luncheon in honor of Congressman Richardson from 12:00 to 1:00 p.m. in the Executive Dining Room following the program in the auditorium.


4. Your continuing support for our programs is greatly appreciated.

STAT

Royal E. Elmendorf

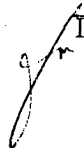

SUBJECT: Hispanic Heritage Week Program - 14 September 1988

STAT


Director, Office of Congressional Affairs


3 June 88
Date

STAT

 
Deputy Director for Administration


6/6/88
Date

STAT


Director, Public Affairs Office

June 10/88
Date

STAT


Deputy Director of Central Intelligence

14 June 88
Date

APPROVED:

NOT APPROVED

Director of Central Intelligence

Date

SUBJECT: Hispanic Heritage Week Program - 14 September 1988

STAT DDA/OP/EEO [] /23 May 88

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- 1 - D/EEO
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- 1 - Chrono

Central Intelligence Agency



Washington, D.C. 20505

20 JUN 1988

The Honorable William Richardson
House of Representatives
Washington, D.C. 20515

Dear Mr. Richardson:

This fall, the Central Intelligence Agency will join other Federal agencies and the Hispanic community at large in the celebration of Hispanic Heritage Week. This occasion provides us with an opportunity to recognize the significant contributions the Hispanic community has made to our culture, economy, and nation as a whole. It is also a time for us at the Central Intelligence Agency to reassess our efforts to increase the number of Hispanics in our workforce and to assure that those Hispanics in our employ are given every opportunity to reach their full potential.

With this in mind, it gives me great pleasure to formally invite you to provide the keynote address at our program on 14 September 1988, at 11:00 a.m. in the Agency Headquarters Auditorium. This program would include your address, a short question and answer period, and a few musical selections. The formal program should last about an hour or so, and will be followed by a short luncheon with selected members of my staff. This occasion will provide us an additional opportunity to further explore ways to enhance our affirmative employment efforts.

The specifics of your address would naturally be left up to you. However, to assist you in your planning, we have attached a few topics that you may wish to consider when framing your remarks. Arrangements for the program are being handled by [redacted] our Hispanic Employment Program Manager, whom I believe you have met. [redacted] can be contacted at [redacted]

I hope you will be able to join us in celebrating this year's Hispanic Heritage Week in September.

Sincerely yours,

/s/ William H. Webster

William H. Webster
Director of Central Intelligence

Enclosure

Possible Issues for Hispanic Heritage Week Address

° Historical Context: The U.S. benefits from the contributions of a Hispanic culture dating from the days of its earliest settlement and examples of this heritage abound in our language, art, and culture. This influence, which was traditionally felt in the Southwestern states and California, is increasing daily in our large industrial centers.

° Growing Importance: Hispanics make up the fastest growing minority population in the U.S. Current projections indicate the current Hispanic population of over 18 million will reach 30 million by the year 2000 and will represent 11 percent of the U.S. population. This factor is doubly significant in view of the future U.S. labor force. They represent an important resource of talent and skills in today's labor market, and a potential resource of even greater proportions. In addition, Hispanics bring with them a cultural tradition that can be very useful in understanding and assessing Latin American political and economic issues. What are some of the steps that the Federal Government can take to better tap and utilize this valuable resource of manpower and talent?

° Hispanic EEO Initiatives: What initiatives can be taken by Federal agencies to further support and develop our Hispanic population within the spirit and aegis of Equal Opportunity in the areas of: education, job training, job opportunities and social programs? To what degree are the needs of the Hispanic population being met?

° Congressional Initiatives: What are some of the priority issues Congress sees for minorities, and Hispanics in particular? What impact will these concerns have on the CIA and other Federal agencies in the coming year? (Perhaps some thoughts on the expectations of Section 403 of the FY 89 Intelligence Authorization Act, which pertain to minority hiring, representation, training, promotion etc.)